


**DEPARTMENT OF HUMAN RESOURCES
SOCIAL SERVICES ADMINISTRATION
311 WEST SARATOGA STREET
BALTIMORE, MARYLAND 21201**

DATE: May 2, 2016

POLICY #: SSA-CW # 16-19
(This policy directive supersedes and replaces
Policy Directive SSA# 12-3)

TO: Directors, Local Departments of Social Services
Assistant Directors, Services

FROM: Rebecca Jones Gaston, MSW 
Acting Executive Director
Social Services Administration

RE: Type III Educational Program

PROGRAM AFFECTED: Out-of-Home Placement

ORIGINATING OFFICE: Out-of-Home Placement

ACTION REQUIRED OF: All Child Welfare Service Staff

REQUIRED ACTION: Compliance with the Policy Directive

ACTION DUE DATE: May 16, 2016

CONTACT PERSON: Sean Bloodsworth, LCSW-C
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Social Services Administration
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PURPOSE:

This policy directive sets forth guidelines for determining if a Type III Educational Program is appropriate for children in out-of-home placement. The Type III Educational Program is a short-term transitional instructional program for children that have been properly assessed by the local school system in collaboration with the local department of social services, and is for only those children truly in need of this level of educational intervention. The Type III Educational Program is **not** to be utilized in lieu of enrolling a child in the public school system, or for not using the educational programming services provided by the Local School System. The requirement of group home providers/diagnostic centers that all children must attend on grounds Type III Educational Programs as a condition of placement is **prohibited**.

BACKGROUND:

The Type III Educational Program is a non public general education program that was established as a means to provide short-term transitional education programs. This transitional educational program was not to exceed an average of 60 school days in a facility approved by the Maryland State Department of Education.

Type III Educational Programs may provide one or a combination of the following educational programs: Nursery School, Kindergarten or grades 1-12, or any consecutive sequence of these that continues implementation of a student's public school program, Diagnostic-Prescriptive educational, Pre-GED programs, or GED TESTs preparation program. The school must have a written description of its educational program to distribute to the representatives of the agencies placing students in the school.

To read the Type III Educational Programs regulation in its entirety, please go to COMAR 13A.09.10.20.

To view the official listing of approved Type III schools, please go to: www.msde.maryland.gov/MSDE/nonpublicschools/npschools and select the Short Term Educational Program (TYPE III) approved under COMAR 13A.09.10 link.

ACTION:

- To ensure that Type III Educational Programs are not utilized in lieu of public school enrollment;
- To ensure that prior to enrolling a child into a facility with a Type III Educational Program that a best interest meeting is conducted by and/or in collaboration with the Local School System;
- To ensure that Type III Educational Programs are being used as a means to provide short-term transitional educational services; and
- To establish clear guidelines for payment of Type III Educational Programs.

SCHOOL DETERMINATION:

When a child in out-of-home placement moves to residential placement, a best interest analysis pursuant to the McKinney-Vento Homeless Assistance Act or the Fostering Connections to Success Act must be completed to determine whether a change in a child's school is in the child's best interest. The presumption in both cases is that the child should remain in their school of origin. As defined in COMAR 13A.05.09.02, "School of origin" means the school that the child or youth attended, when permanently housed or the school in which the child was last enrolled. When a child moves, the caseworker should contact the McKinney-Vento coordinator in the jurisdiction where the child has moved to coordinate a best interest meeting. See attached list of points of contact.

If the child is McKinney-Vento eligible (i.e., "awaiting foster care placement"), the local educational agency (LEA), in consultation with the local department of social services (LDSS), must make the best interest determination pursuant to COMAR 13A.05.09.04.

- Children committed to or placed in the care and custody of the Department of Social Services or the Department of Juvenile Services, and who is placed into a temporary, short-term placement of not longer than 90 school days, such as in an emergency or shelter facility, a diagnostic center, a psychiatric respite facility, an emergency foster home, or another temporary, short-term placement are McKinney-Vento eligible pursuant to COMAR 13A.05.09.02 B 2 a(iii).
- Children/youth placed out-of-home under a Voluntary Placement Agreement (VPA) are McKinney-Vento eligible pursuant to COMAR 13A.05.09.02 B 2 a(ii). Children placed out of the home under a VPA are also required to have a best interest analysis conducted on the child's/youth behalf. The LDSS or parent/guardian should report to the school of origin that the child has been placed out-of-home under a VPA. It is the responsibility of the LEA to conduct the best interest analysis. The LDSS should participate in the meeting. A child placed out-of-home under a Voluntary Placement Agreement (VPA) is McKinney-Vento eligible for the duration of the VPA agreement, plus the remainder of that academic school year.
- If the child is **not** McKinney Vento eligible, LDSS must complete a best interest analysis as set forth in Social Services Administration Policy Directive # 14-4, Education Stability prior to enrolling a child/youth into a school setting with a Type III Educational Program.

If it is determined to be contrary to the child's best interest to remain in the school of origin, the child should be enrolled in the local public school and not the Type III Educational Program unless the limited situations listed below exist (see: Guidelines for Type III Educational Program).

It is generally not appropriate for a child with an IEP to be placed in a Type III school setting but is dependent on whether the Type III school program can implement the requirements in the IEP. Special education needs and accommodations for a child with an existing IEP should be a topic of discussion at the best interest meeting to determine if the Type III Educational Program

can meet the needs of the student. The local educational agency where the child is placed is responsible for ensuring the child's IEP is implemented. Upon placement of the child, the caseworker should contact the special education director at the local educational agency who should determine if the IEP can be implemented and, if not, schedule a meeting to determine if revisions need to be made to the IEP. See attached list of special education points of contact by jurisdiction. If the child does not have an IEP but there is reason to believe s/he needs one, the caseworker should report this to the special education contact in the county where the child is placed.

GUIDELINES FOR TYPE III EDUCATIONAL PROGRAM

A child **may be** placed in a Type III Educational Program for a period not to exceed:

1. Thirty (30) calendar days if a child has not attended school for a long period of time (i.e. 1-2 years) and is in need of transitional services to assure smooth transition.
2. Ten (10) calendar days, if the local school system, in conjunction with the LDSS, is in the process of arranging transportation so that the child may remain in the child's home school per the McKinney-Vento Act.
3. Sixty (60) school days, if pursuant to a best interest meeting it is determined that it is in the child's best interest to attend a Type III school placement.

A child **may not** be placed in a Type III Educational Program:

- As a condition for placement in a group home;
- If the child/youth is suspended from school;
- While waiting for school records;
- For afterschool academic support;
- For GED preparation and GED TESTS.

If it is determined that the use of a Type III Educational Program is in the best interest of the child, then the local department shall be responsible for the purchase of services via service log payments in MD CHESSIE.

To complete the service log, the service must be added to the provider. If the provider being paid does not have the correct service, please contact the MD CHESSIE Call Center at 1-877-347-2729, so that the service can be added.

The following MD CHESSIE code shall be utilized to cover the cost of the child's education in a Type III Educational Program:

- 7115-IRC Rated Education Providers

Maryland State Department of Education
Division of Special Education/Early Intervention Services (DSE/EIS)
Directory of Local Directors of Special Education

Allegany County Public Schools
Mrs. Sheree Witt (301-759-2064)
 Executive Director of Special Education
 & Student Services
 108 Washington Street
 P.O. Box 1724 (Mailing address)
 Cumberland, Maryland 21502-1724
sheree.witt@acps.k12.md.us

Anne Arundel County Public Schools
Ms. Bobbi Pedrick (410-222-5410)
 Executive Director of Special Education
 2644 Riva Road
 Annapolis, Maryland 21401
BPedrick@aaacps.org

Baltimore City Public School System
Ms. Tiffany Clemmons (443-642-3957)
 Executive Director of Specialized Services
 200 East North Avenue, Room 204 B
 Baltimore, Maryland 21202
tclemmons@bcps.k12.md.us

Baltimore County Public Schools
Ms. Rebecca Rider (410-887-3660)
 Director, Office of Special Education
 The Jefferson Bldg. 4th Floor
 105 W Chesapeake Avenue
 Towson, Maryland 21204
rider@bcps.org

Calvert County Public Schools
Ms. Christina Harris (410-535-7378)
 Director of Special Education
 1305 Dares Beach Road
 Prince Frederick, Maryland 20678
harrisc@calvertnet.k12.md.us

Caroline County Public Schools
Ms. Elizabeth Anthony (410-479-3246)
 Supervisor of Special Education
 204 Franklin Street
 Denton, Maryland 21629
elizabeth_anthony@mail.cl.k12.md.us

Carroll County Public Schools
Mr. Russell Gray (410-751-3033)
 Director of Special Education
 125 North Court Street
 Westminster, Maryland 21157
rsgray@carrollk12.org

Cecil County Public School System
Mrs. Sarah J. Farr (410-996-5449)
 Director of Special Education
 201 Booth Street
 Elkton, Maryland 21921
sjfarr@ccps.org

Charles County Public Schools
Dr. Arden Sotomayor (301-934-7389)
 Director of Special Education
 P. O. Box 2770
 La Plata, Maryland 20646
asotomayor@ccboe.com

Ms. Marsha Diaz (301-392-7508)
 Director for Special Education Compliance
mdiaz@ccboe.com

Dorchester County Public Schools
Ms. Angela McPeake Gebert
 (410-221-1111 X1022)
 Supervisor of Special Education
 700 Glasgow Street
 Cambridge, Maryland 21613
geberta@dcpsmd.org

Kim Waller
 Coordinator of Special Education
wallerk@dcps.md.org

Frederick County Public Schools
Mr. Daniel Martz (301-644-5281)
 Director of Special Education &
 Psychological Services
 191 South East Street
 Frederick, Maryland 21701
daniel.martz@fcps.org

Garrett County Board Of Education
Ms. Heather Raybold (301-334-7655)
 Supervisor of Special Education
 40 South Second Street
 Oakland, Maryland 21550
Heather.raybold@garrettcountyschools.org

Harford County Public Schools
Dr. Susan Austin (410-588-5246)
 Director of Special Education
 102 South Hickory Avenue
 Bel Air, Maryland 21014
Susan.Austin@hcps.org

Howard County Public School System
Ms. Nancy FitzGerald (410-313-6659)
 Executive Director of Special Education
 & Student Services
 10910 Route 108
 Ellicott City, Maryland 21042-6198
nancy_fitzgerald@hcpss.org

Ms. Judith Pattik (410-313-5350)
 Coordinator of Special Education
Judith_Pattik@hcpss.org

Kent County Public Schools
Ms. Wendy Keen (410-778-6422)
 Supervisor of Special Education
 5608 Boundary Avenue
 Rock Hall, Maryland 21661
wkeen@kent.k12.md.us

Montgomery County Public Schools
Mr. Philip Lynch (301-279-3135)
 Director of Special Education Services
 850 Hungerford Drive, Room 225
 Rockville, Maryland 20850
philip_a_lynch@mcpsmd.org

Ms. Julie Hall (301-279-3166)
 Director, Division of Business, Fiscal
 and Informational Systems
julie_hall@mcpsmd.org

Prince George's County Public Schools
Ms. Joan Rothgeb, Ed.S
 (301-618-8351 X223)
 Executive Director
 Department of Special Education
 John Carroll Center
 1400 Nalley Terrace
 Landover, Maryland 20785
joan.rothgeb@pgcps.org

Queen Anne's County Board Of Education
Mrs. Diane McGowan (410-758-2403 X128)
Supervisor of Special Education
202 Chesterfield Avenue
Centreville, Maryland 21617
diane.mcgowan@qacps.org

St. Mary's County Public Schools
Ms. Susie Fowler (301-475-5511 X220)
Acting Director of Special Education
23160 Moakley Street
P.O. Box 1410 (use for mailings)
Leonardtown, Maryland 20650
sefowler@smcps.org

Ms. Cynthia K. Kilcoyne
(301-475-5511 X218)
Supervisor Special Education/Early
Childhood Programs
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Somerset County Public Schools
Dr. Lynette Johnson (410-623-2387)
Supervisor of Special Education
7982-A Tawes Campus Drive
Westover, MD 21871
ljohnson@somerset.k12.md.us

Talbot County Public Schools
Mrs. Kristin Mentges (410-822-0330)
Coordinator of Special Education
12 Magnolia Street
P.O. Box 1029 (Mailing Address)
Easton, Maryland 21601
kmentges@tcps.k12.md.us

Washington County Public Schools
Mr. Jeff Gladhill (301-766-8605)
Director of Special Education
10435 Downsville Pike
P.O. Box 730 (Mailing Address)
Hagerstown, Maryland 21740
gladhill@wcps.k12.md.us

Wicomico County Board Of Education
Mrs. Bonnie L. Walston (410-677-4507)
Director of Special Education
101 Long Avenue
P.O. Box 1538
Salisbury, Maryland 21802-1538
Bwalston@wcboe.org

Worcester County Public Schools
Ms. Rae Ann Record (410-632-5034)
Supervisor of Special Education
6270 Worcester Highway
Newark, Maryland 21841
rrecord@mail.worcester.k12.md.us

Linda T. Fentress (410-632-5025)
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MSDE/JSEP
Beth Hart (410-767-6284)
Director/Juvenile Services Education
Maryland State Department of Education
200 West Baltimore Street
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DJS
Department of Juvenile Services
Mr. Wallis Norman (410-230-3313)
Executive Director of Residential Services
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Linda McWilliams (410-230-3470)(3201)
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SEED School
Mr. Jon Tucker
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Interim Head of School
200 Font Hill Avenue
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Ms. Kristi Fausel
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Ms. Patricia Richardson
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DLLR
Adult Corrections
Ms. Alice Wirth (410-767-9769)
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RICA-Baltimore
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Dr. Mary O'Melia (410-368-7901)
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Maryland School for the Deaf (MSD)
Mr. James Tucker (301-360-2005)
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MSD Frederick Campus
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Ms. Stacey Bundy (301-360-2032)
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MSD Columbia Campus
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Maryland School for the Blind (MSB)
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